

Running Event COVID-19 Safety Plan (Updated 2/24/21)

Chicago Area Runners Association
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Overview

CARA is monitoring all guidance from local and state authorities, and the Center for Disease Control regarding COVID-19. The safety and well-being of the community, participants, volunteers, and staff is CARA's top priority.

The State of Illinois' reopening is currently guided by the Restore Illinois phased plan. Phase 4 allows persons to gather for outdoor recreation in groups of up to 50 persons, with multiple groups permitted if proper physical distancing and group management is enforced.

Our plans account for the following:

- Group Size / Event Capacity
- Group Management
- Participant Flow
- Participant Advisements / Expectations
- Additional Considerations

Related note, CARA published operational safety plans and guidelines for return to group running in May 2020. Those plans were successful and were adopted by the Road Runners Club of America as the national framework for group running during COVID19 for its 1,500 member clubs around the nation.

Group Size / Event Capacity

- Groups of participants must be minimized to sizes of 50, but when outdoors, when spaced appropriately, group sizes may be up to 100 if proper physical distancing can be achieved, and congregating is discouraged.
- Event organizers may make use of a social distancing occupancy calculator in determining group size for their venue: <https://www.pikesystems.com/social-distancing-calculator/>.
- Total event capacity at any venue will be relative to the size of the event space. Multiple groups may be present so long as, for each group, proper group management is in place to discourage interaction between groups, and proper space is available for social distancing to be maintained within each group.

Group Management

- Each group will be a "Start Wave". Where multiple start waves are in use, procedures must be in place to maintain separation between waves.
- Participants should be assigned to a start wave based on an expected finish time provided during registration. Participants wishing to be in the same start wave as another person (friend/family) must register with identical expected finish times.
- Participants should also be assigned a "Start Position", or starting order, within their start wave for management of participant flow within groups.
- Assignments should be developed from fastest to slowest expected finish times. This method groups participants by pace, and therefore limits the need for passing of faster/slower participants while on-course.

- Each participant should have their assignment shown on their bib number, providing event staff a visual identification of participant's assignments throughout the event. It is recommended that Start Waves be designated by letters (A, B, C, D, E, F, G, H, I, J, etc.) and Start Positions designated by numbers (1-50). Participant assignments may then be displayed as an alphanumeric combination. For example an assignment of Start Wave A, Start Position 25 would be shown as "A-25".

Participant Flow:

- Participants must have a mask or appropriate face cover to enter the event area. These must be worn over the nose and mouth at all times when at the venue. While on-course, participants must wear their mask or face cover when proper physical distancing could be challenged.
- Participants must display their bib number at all times. Non-registered persons should not be permitted to enter the event area. Event staff and volunteers should be credentialed.
- Participants must report directly to a pre-race organizing "pod" for their assigned start wave upon arrival. A one-way participant flow is recommended to lead participants to their pod. Participants may then follow the same one-way flow for event exit.
- At each pod an event staff member in hi-viz or other uniform should regulate entry to only those assigned to the pod, and to oversee participant physical distancing, masking, and additional safety guidelines.
- Each pod should include its own toilet, handwashing station, gear drop (if offered), garbage, and pick-up of post-race amenities (i.e. bottled water, pre-packaged snack bag, and finishers medal).
- Participant pods should support participants need to not visit common areas for amenities where multiple groups would have had to congregate together.
- Each pod will provide adequate room for physical distancing. (Calculator: <https://www.pikesystems.com/social-distancing-calculator/>). Pod layouts should consider the need for space to move through the pod while still maintaining physical distancing, and the space needed for any amenities within the pod. Amenities (toilet, etc.) can be placed on the borders of pods so as to not utilize any of the physical distancing space.
- Pods should be set-up to allow for smooth access and egress to pods (See Diagram A). Pods should be defined by a rope, flagging, fence barrier or similar.
- Per Restore IL Guidelines, each separate pod must be spaced at least 30 ft apart from any other pod or walkway.
- Pods for the fastest participants should be closest to the start corrals / start line, allowing for the first start waves to proceed to corrals without needing to pass participants arriving to slower participant pods.
- Prior to the run start time, each start wave should be led from their pod to the start corrals by an event staff member with hi-viz or uniform, bullhorn or public address, and holding an overhead sign with the start wave assignment shown.
- At the start line there should be three start corrals (See Diagram B). Start corrals should have three zones: "Starting", "On-Deck, and "In-The-Hole".
- The first wave (Start Wave "A") to arrive at the corrals will organize in the "Starting" zone. The second group (Start Wave "B") will organize in the "On-Deck" zone, and the third (Start Wave "C") will organize in the "In-The-Hole" zone.
- Within each zone participants will line up at an assigned start (que/order) position. Start positions should be designated by numbered cones (See Diagram "C") or other visible marker. Each cone should be set at least 6 ft apart from each other on all sides. All zones should be set-up identically so that participants are set in their start position order prior to their arriving in the starting zone. This allows

for organized movement from the first zone to the final zone. The width and depth of the zone will be dependent on the width of the start line. A 30 ft wide start line will accommodate 5 participants per row.

- At the starting zone, as the race begins, only one row of participants will start at a time (i.e. 5 participants). Every 5-seconds, the next row of participants will begin the race. This staggered start method limits crowd density on the course, and passing and close contact at the start. A starter will give the signal for each row to begin at their turn. The start signal will include an audible command, and a physical command (for hearing impaired participants). As a row begins, the rows behind step forward to the position/cone directly in front of them until they reach the start line, and their turn to begin the race.
- Once all participants in the starting zone have begun, those in the On-Deck zone will move forward to their positions within the Starting corral. At the same time, those in the In-The-Hole zone will move forward to the On-Deck zone. At this time, the next start wave ("D") will move into the In-The-Hole zone. This procedure will continue until all waves have begun the race. Each wave will take 50 seconds to clear the start line when 5 participants start at a time. Subsequent start waves will move forward to start que positions as runners continue to start the race.
- As runners finish the race, event staff will direct finishers back to their pod. All post-race amenities (i.e. bottled water, pre-packaged snack bags, finishers medals) will be located within pods to encourage quick movement back to pods. No items will be available in common areas to avoid participants from having any reason to gather outside of their pod. Medical staff will have access to bottled water for participants in distress that must have hydration or support before reaching their pod.
- Medical support areas will be set to allow for physical distancing between potential participants needing support.
- The event will make available at the finish dry masks for participants who need to replace their original mask.
- Post-race, participants are encouraged to immediately depart the venue. Those that remain, must remain in their pod until the event close time and may not be allowed to interact with persons from other start waves or pods. Upon return to pods, event staff will be in place to monitor physical distancing and mask guidelines. Participants will be encouraged to exit the venue as soon as possible after completing the race.
- Upon exit, participants must follow the one-way participant flow to exit, that must not conflict with participant flow from the finish line or course.

Participant Guidelines / Expectations

The following guidelines and expectations will be communicated to all participants. Participants must agree to these guidelines within their registration (as required questions) before being allowed to complete registration. These guidelines and expectations will be continuously communicated through the event website, participant guide, email communications, and at the event with signage and through PA announcements.

- Do not participate if you are feeling sick or ill, and or have a fever, or if you have been in contact with someone unrecovered from COVID-19.
- Persons from high-risk groups for COVID-19 complications should consult their physician before participating.
- Do not engage in traditional forms of physical contact (handshakes, high-fives, hugs, partner stretching, etc.).
- Do not engage in close group pictures/selfies.

- Only spit or blow nose into a tissue or handkerchief.
- Do not share personal items, such as hydration, energy gels, towels, etc.
- Wear a mask or face covering while gathering pre- or post-run, and anytime they are within six feet of others. Runners may remove their face cover while running when they can maintain social distance.
- Comply with any State of Illinois and Cook County travel orders.
- Participants may be required to exit the event should their actions not meet expectations and or they are creating risk for themselves or others.

Additional Considerations:

Hydration

- Participants should be encouraged to self-carry a personal hydration bottle or pack. Standard bottles provide enough hydration for at least one-hour of exercise.
- Bottled water should be provided post-race within pods for hydration needs.
- Volunteers/staff will be required to sanitize hands, wear masks, and wear food preparation gloves at all times while handling product.
- At Aid Stations on-course, hydration may be provided by either of the following procedures:
 - Procedure A: Bottled water (i.e. 8 oz bottles) may be made available. Participants will have the opportunity to self take bottles from distribution tables. Volunteers/staff will not directly hand off bottles. Signage and or an announcer on bullhorn will alert participants to have masks/face covers properly worn while at aid stations. Bottles will be made available closed, allowing for participants to self-open bottles. Recycling receptacles should be placed and spread out following the aid station for approx. 100 yards past the station. Participants will be instructed to dispose of bottles off the running route, to avoid a slip hazard.
 - Procedure B: Pre-poured cups of water and/or sports drink will be prepared by volunteers/staff. Participants will have the opportunity to self take cups from distribution tables. Volunteers/staff will not directly hand off cups. Signage and or an announcer on bullhorn will alert participants to have masks/face covers properly worn while at aid stations. Receiving areas for cups will be separate from where volunteers/staff prepare cups for distribution. Receptacles should be placed and spread out following the aid station for approx. 100 yards past the station. Participants will be instructed to dispose of cups off the running route, to avoid a slip hazard.
- Aid Stations must be set-up to allow for physical distancing, and to maintain participant flow without congestion (See Diagram D). Cones will be set at every serving area to designate que points for participants. Tables will be placed at least 6 ft apart.
- Event staff should routinely clean and sanitize throughout the event.

On-Course Physical Distancing

- Participants should be reminded to maintain physical distancing while on course. Signage should be placed around the course to keep participants focused on physical distancing.
- Participant congestion on course will be limited since only 5 runners will be permitted to start at a time.
- Participant passing on course will be limited due to participant starting order being based on estimated finish time, this running pace.
- Participants from different groups (start waves) are unlikely to interact with each other on course or at the finish, since they did not start the race at the same time.

Hygiene

- Hand sanitizer should be available throughout the event.
- Hand-washing stations should be available at all toilets.
- Trash and recycling receptacles should be placed within each pod, allowing for participants to dispose of garbage without the need to come to a common event area.

Spectators / Non-Participants

- Non-registered persons, friends, and family may not enter the event area. Non-registered persons are encouraged not to attend.

Packet-Pick Up / Registration

- No on-site event day packet pick-up or registration may be offered.
- All registrations must occur online prior to event day.
- Packet pick-up should be staggered by offering multiple locations over multiple dates and extended time periods to allow for pick-up without any on-site lines or needs.
- An option to have packets mailed to participants should be available during registration.

Gear Check

- Where gear check is offered, a self-service gear drop area may be located within each pod, rather than traditional gear check. Participants should manage the placement and retrieval of their own bag to limit contact with others. Event staff will only maintain supervision of the area.

Awards Ceremony

- An awards ceremony may not be held to avoid congregating or extending the time participants need to remain at the event.
- Awards should be mailed to participants after the event.

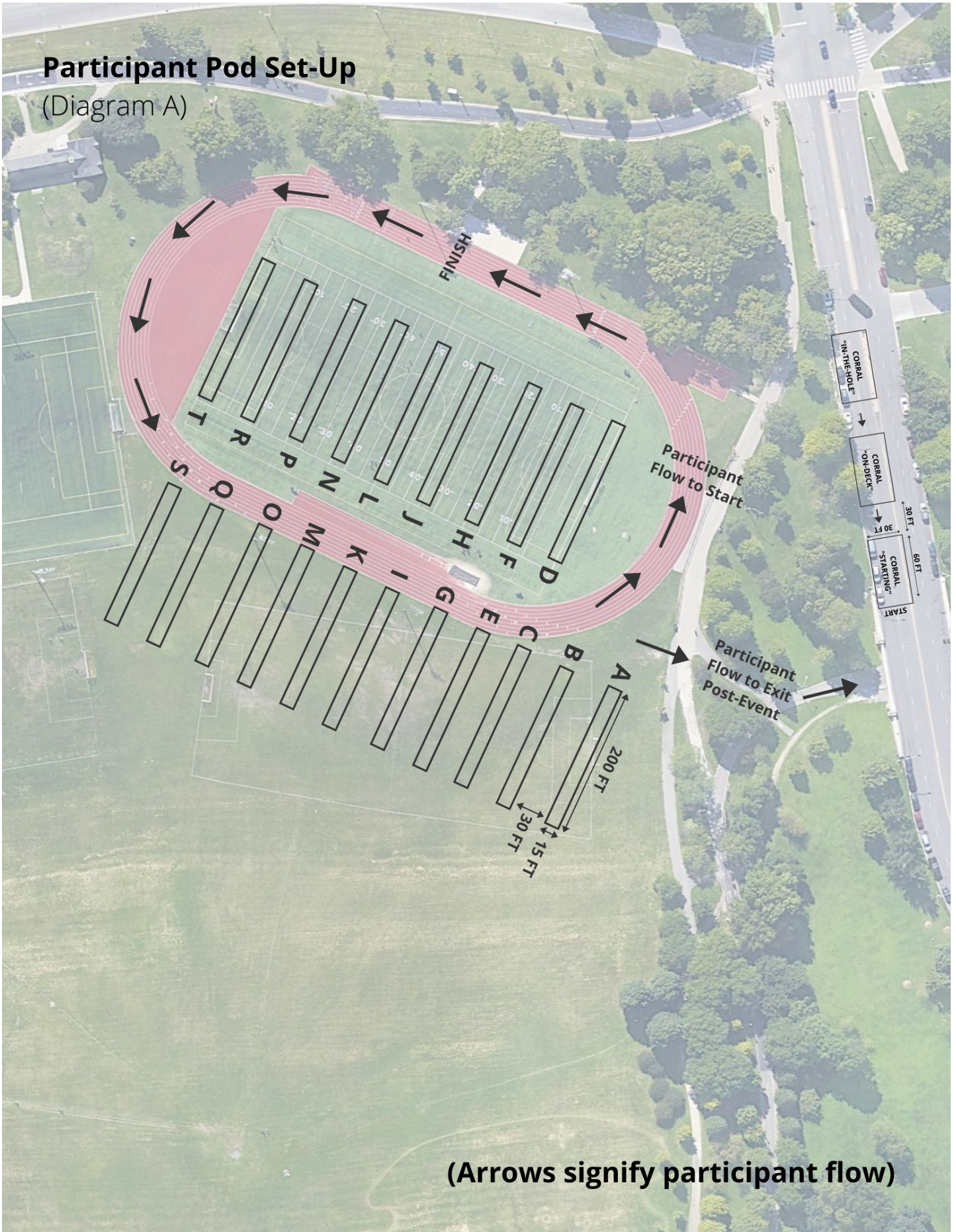
Results Posting / Look-Up

- Results should not be posted at the event to avoid congregating at a single area.
- Results should be posted, preferably live, to the event website, allowing for participants to look up their results on mobile devices.
- Results look-up kiosks should be eliminated to avoid congregating at a single area, and to avoid participants contacting shared kiosks and devices.

Other Gathering

- No common gathering areas should be allowed on site where different groups (start waves) will be permitted to interact.

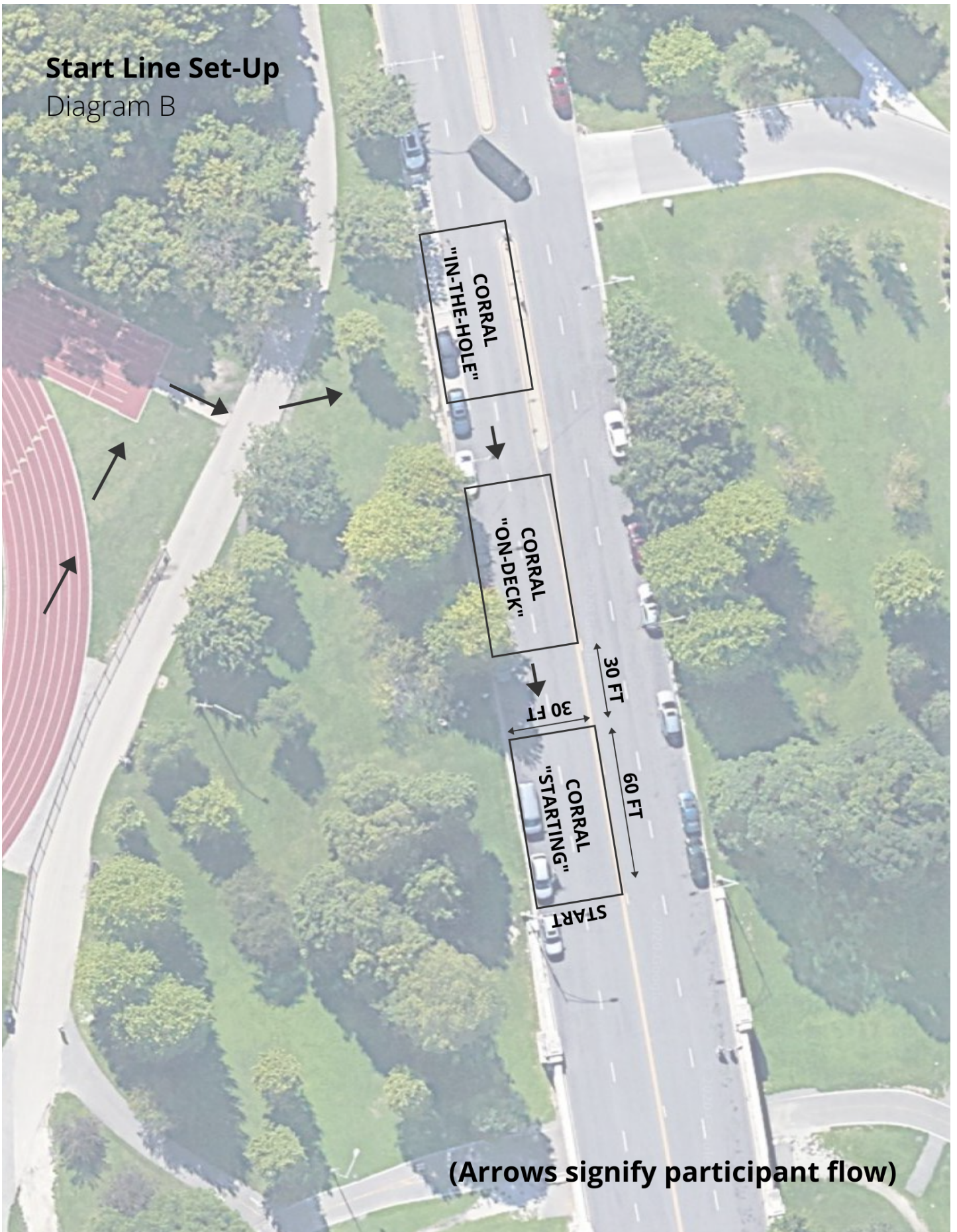
Participant Pod Set-Up (Diagram A)



(Arrows signify participant flow)

Start Line Set-Up

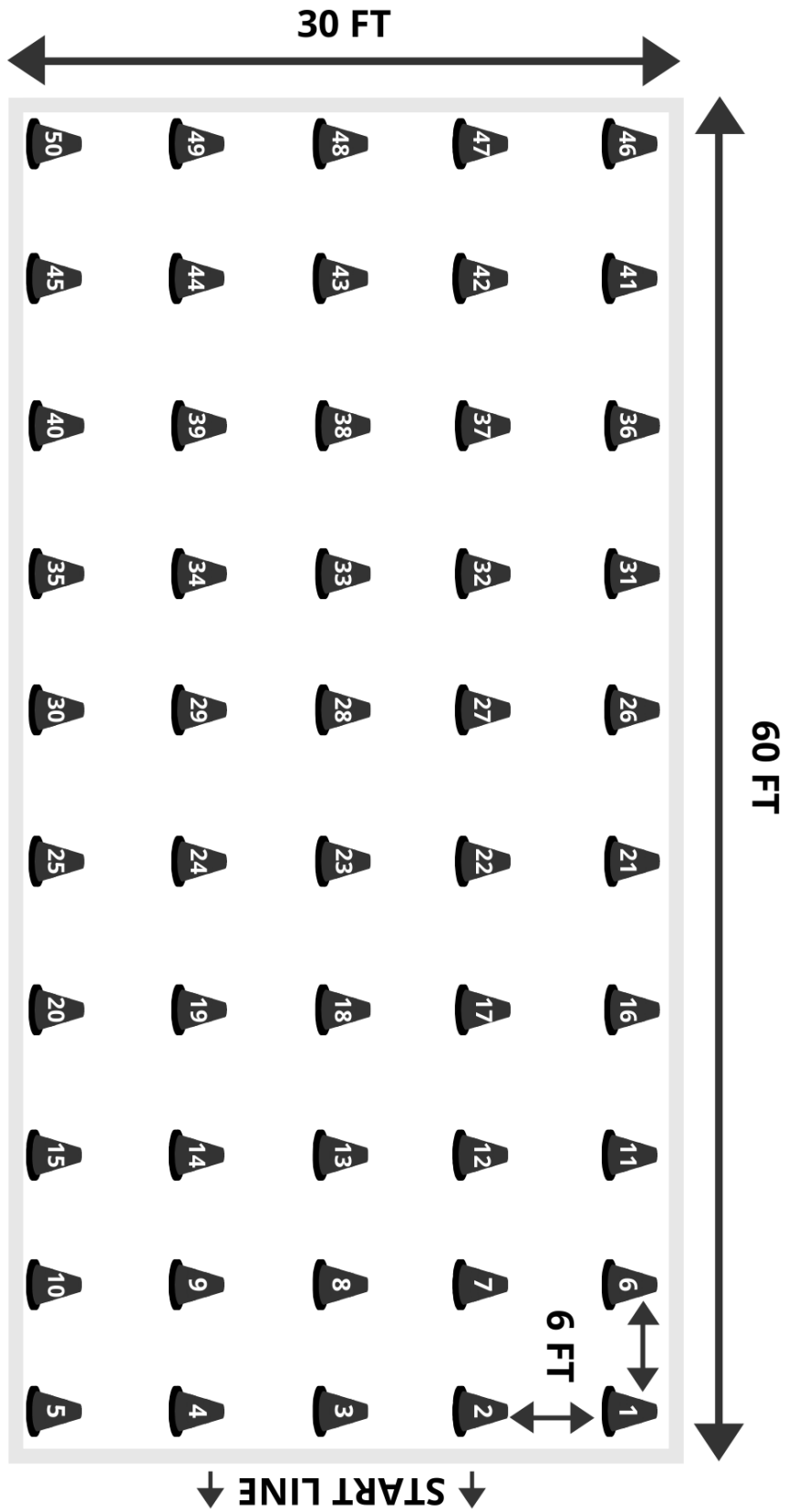
Diagram B



(Arrows signify participant flow)

Start Corral Set-Up (At Start Line)

(Diagram C)



Aid Station / Hydration Set-Up

(Diagram D)

